

## **COUNCIL MEETING**

**DATE:** February 14, 2012

**TIME STARTED:** 7:00 p.m.

**TIME ENDED:** 9:15 p.m.

**MEMBERS PRESENT:** Mayor Doug Pomplun; Councilmember, Brad Augustin, Cindy Fahey, Todd Kiecker, Lois Gilles.

**MEMBERS ABSENT:** None

Staff members present: Clerk Treasurer Administrator Marcia Seibert-Volz. Craig Marti: Co-Public Works Director, City Attorney Tom VanHon.

Meeting was called to order by Mayor Doug Pomplun.

**PUBLIC HEARING:** Mayor Doug Pomplun opened the hearing in reference to the RS Fiber To The Home Project. Mark Erickson, Winthrop City Administrator, was present to answer any questions. Several questions were asked by the council. No questions were received from the public. The Mayor closed the hearing.

**APPROVAL OF THE AGENDA:** Motion by Lois Gilles, second by Cindy Fahey to approve agenda as presented. Motion carried.

**BID OPENING & QUOTES:** none

**PRESENTATIONS:** Duane Hansel, Bolton & Menk, presented the Preliminary Engineering Report for the 2012 Street & Utility Project to the council. Total Project estimated cost is \$ 4,567,400.00. The estimated assessments are \$ 863,932.76. It was determined the sidewalk driveway project would be bid separately and advertised locally. The Railroad crossing on Park Street upgrade was approved (\$105,000). Motion was made by Todd Kiecker, second by Cindy Fahey to adopt Resolution 2012-03. Motion carried unanimously.

### **RESOLUTION 2012-03**

#### **RESOLUTION RECEIVING REPORT, CALLING HEARING ON IMPROVEMENT AND ADVERTISING FOR BIDS.**

**WHEREAS,** pursuant to resolution of the council a report has been prepared by **Bolton & Menk** with reference to the improvement of Park Street South, 10<sup>th</sup> Ave., 7<sup>th</sup> Av. From alley between 1<sup>st</sup> St. SE & 2<sup>nd</sup> St. SE to 1<sup>st</sup> St. SW, 1<sup>st</sup> St. SE from 6<sup>th</sup> Ave. To 10<sup>th</sup> Ave., 3<sup>rd</sup> Ste. SE, 1<sup>st</sup> Ave. SE from 2<sup>nd</sup> St. SE to 4<sup>th</sup> St. SE, this report was received by the council on February 14, 2012.

**WHEREAS,** The Council has been advised by the consulting engineers that said Street Improvement of 2012 are necessary, cost-effective, and feasible and should be made as proposed, and the consulting engineers' report to this effect has heretofore been received by the Council, and filed with the City Clerk.

#### **NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FAIRFAX, MINNESOTA:**

1. Bolton & Menk is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
2. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of **\$ 4,567,400.00.**
3. A public hearing shall be held on such proposed improvement on the **12th** day of **March 2012**, at the Fairfax Auditorium at **7:00 p.m.** and the clerk shall give mailed and published notice of such hearing and improvement as required by law.
4. The City Council shall advertise for bids. The city clerk shall cause to be inserted in the official paper and construction bulletin an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for **3 weeks**, shall specify the work to be done

shall state that bids will be opened on **Thursday, March 22nd, 2012** at 2:00 p.m. in the council chambers and will be considered by the council following the improvement hearing on **Tues. March 27, 2012** at 7:00 p.m. and that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the city for 5 % of the amount of each bid.

**CONSENT AGENDA:** Motion by Lois Gilles, second by Cindy Fahey to approve consent agenda. Motion carried.

- Approval of the minutes dated January 10 & 19, 2012
- Project One (City Hall) Pay Est. # 3 \$ 98,515.00
- Project One Change Orders PR # 3 -5812.00
- Salonek (Library) Pay est. \$ 44,987.25
- Pay Equity Report approval
- Following claims for payment

4-Square Builders	ELECTRIC SUPPLIES	74.43
5th Street Auto Body	REPLACE WINDSHIELD - AMBULANCE	376.15
A&B Business Equipment	COPIER MAINT CONTRACT	192.10
AGGW Cable Commission	2012 LOCAL CABLE ACCESS FEE	1,000.00
Aflac	Aflac	49.46
Ameripride Linen Services	LAUNDRY - LIQUOR STORE	441.02
Arctic Glacier	ICE	20.00
Arneson Distributing Inc	BEER & POP	1,088.55
Arvig Communication System	INTERNET - PD	94.85
Bellboy Corporation	LIQUOR & WINE	1,555.25
Bernicks Pepsi Cola	ICE MACHINE RENT & POP	942.32
Bolton & Menk	2012 STREET PROJECT-ENGINEERING	132,494.50
Border States	SHOP SUPPLIES	278.84
Capital One, F.S.B.	Medicare Regist. WW Reg. Clerk reg	1,047.53
Casey's	GAS	727.72
Central Minnesota Municip	Power Purchased	41,149.28
CenturyLink	TELEPHONE	1,258.44
Chip Steak & Provision Com	SUPPLIES FOR RESALE	1,003.13
City of Fairfax	UTILITY BILLS	11,433.91
Clark Equipment Co	BOBCAT ATTACHMENTS	4,639.87
Clobes Sanitation	GARBAGE CONTRACT	3,257.40
Dakota Security Systems In	REPAIRS NEW CITY HALL	50.77
Dakota Supply Group	GAS ERTS	4,453.87
Dave's Full Service	GAS	771.50
Davis Typewriter Co Inc	COPY PAPER	347.34
Department of Energy-WAPA	POWER PURCHASED	27,553.12
Dept of Employment & Econo	UNEMPLOYMENT BENEFIT	1,643.29
Doug Erdal	2012 CIP REBATE	50.00
Doug Pomplun	MILEAGE	34.00
Duebers	SUPPLIES	77.57
Ecolab Pest Elimination	PEST CONTROL - BAR	150.16
Eide Bailly LLP	2011 AUDIT FEE	1,500.00
Emergency Apparatus Mainte	AMBULANCE REPAIRS	1,194.46
Fairfax C & C	ANNUAL DUES - LIQUOR STORE	60.00
Fairfax Medical Clinic	PHYSICAL - FD	125.00
Fairfax Postmaster	POSTAGE - UTILITY BILLS	318.87
Fairfax Standard	LIBRARY SUPPLIES	272.34
Fairfax Veterinary Clinic	BOARDING FEES	653.25
Farm Merchantile Inc.	SUPPLIES	1,453.81
Ferguson Waterworks	WATER SUPPLIES	79.12
Fleet Services - Dept of A	LEASE PMT - SQUAD CAR	658.13
Frontier Bar	SUPPLIES FOR RESALE	108.08
GAS Products Sales, Inc.	GAS METER INDEXES	226.05
Gopher State One Call	LOCATES	105.80
Groebner & Associates	GB GAS METER	5,424.80
Harry's Frozen Food	SUPPLIES FOR RESALE	69.25
Hawkins Water Treatment	CHEMICALS	25.00
Heggies Pizza	SUPPLIES FOR RESALE	628.75
Hermel Wholesale	SUPPLIES FOR RESALE	617.54
Hjerpe Contracting Inc	REPAIR WATER MAIN	2,047.50
Int'l. Institute	ANNUAL MEMBERSHIP FEE	160.00
Jahnke Water Inc.	WATER - LIBRARY	18.46
Jedecu Embroidery	JACKETS - UTILITY CREW	221.40

Jim Schroeder	OFFICE SUPPLIES - FD	27.91
Johnson Bros. Wholesale	LIQUOR	4,248.52
KNUJ AM	ADVERTISING - BAR	105.00
Kemske/Oswald	OFFICE SUPPLIES	175.48
LaMar Black	2012 CIP REBATE	50.00
League of MN Cities	CLERK TRAINING	60.00
Locher Bros. Inc.	BEER	3,865.90
MES - MIDAM	EQUIPMENT - FD	701.86
MN DNR Waters	ANNUAL FEE	224.00
MN Department of Revenue	JAN SALES TAX	9,962.00
MN Municipal Utilities As	SAFETY TRAINING, Mgmt fees	9,045.36
MN Public Facilities Autho	BOND PAYMENT	56,016.78
MN Valley Testing Lab.	WATER SAMPLE TESTING	25.50
MN West Community & Tech	MEMBERSHIP FEE-PD	325.00
Martin Trucking, LLC	FREIGHT	79.50
Matheson Tri-Gas Inc	BEER GAS	278.76
Maynard's of Fairfax	SUPPLIES FOR RESALE	222.87
Mediacom	INTERNET & CABLE TV - BAR	364.28
Merchant Services	CREDIT CARD FEES - LIQUOR STOR	483.36
Mikes Auto Parts	SHOP SUPPLIES	1,786.17
Missouri River Energy Ser	MONTHLY FEE (2) months	1,000.00
New Ulm Public Utilities	ODORANT & NATURAL GAS PURCH. TRANSP.	118,447.47
North Star Pump Service	PUMP REPAIR	609.90
Northern Lights Dist.	SUPPLIES FOR RESALE	2,486.13
Northland Securities	DISCLOSURE REPORT	1,400.00
Office Depot	OFFICE SUPPLIES	613.95
Over The Edge	BAND EXPENSE	310.00
Overhead Door Company of M	DOOR REPAIR	265.62
Phillips Wine & Spirits	LIQUOR	289.75
Pitney Bowes Inc.	POSTAGE	519.99
ProAction Safety & Sales	UNIFORMS - PD	47.99
Project One	CITY HALL PROJECT PMT	98,515.00
Red Feather	SUPPLIES	73.64
Redwood-Renville Communit	Health License renewal	435.00
Renville County	LANDFILL FEES	2,856.50
Renville County Sheriff's	LETG SOFTWARE - PD	1,000.00
Revtrak Inc	REVTRAK FEES - JAN	328.14
Salonek Concrete & Constru	LIBRARY PAYMENT	67,472.80
Schweiss Bi-Fold Doors	ELECTRIC MAINTENANCE SUPPLIES	142.14
South Central College	FIREFIGHTER TRAINING	8,000.00
Southern Wine & Spirits of	LIQUOR	2,248.55
Steve's Bakery	SUPPLIES FOR RESALE	163.78
Tapper's Beer Line Servic	CLEAN BEER TAPS	32.50
Ted Domeier	VEHICLE REGISTRATION FEES	160.00
The Jonny Bird Show	DJ LIQUOR STORE	350.00
Tierney Brothers Inc	SMART BOARD	5,675.18
Titan Machinery	BOBCAT MAINT	38.77
Tom VanHon	ATTORNEY FEES JAN & FEB	2,000.00
Tow Distributing Corp.	BEER	5,121.76
United Farmers Coop	VALVE	169.24
Upstart	LIBRARY SUPPLIES	179.40
Verizon Wireless	TELEPHONE	363.08
Viking Coca-Cola Bo. Co.	POP	107.00
WBM Wine & Spirits Inc.	LIQUOR	1,383.66
Wayne Fournier	2012 CIP REBATE	50.00
Weis Oil	GAS	1,193.41
Xcel Energy	TM1 TRANSMISSION	460.83
Younger & Walton PLLC	ATTORNEY FEES	1,000.00
Payroll Expense		41,842.82

**LIBRARY BOARD:** Laurie Kaukola and Brenda Tjosaas were present to update the council on the Library Project furnishings. Motion was made by Lois Gilles, second by Todd Kiecker to approve purchase of smart board for Library not to exceed \$6,000.00. Motion carried. Library Board was directed to get use of donations approved through the City Administrator.

- A contribution of \$ 2,000.00 was received from Frandsen Bank and additional pledge in the amount of \$ 2,000.00. (\$1,000.00 in 2013 and \$ 1,000.00 in 2014) was made by Frandsen Bank.

- Jaycees contributed \$ 1,000.00 for teen books.
- Harlan & Deb Helgren donated \$ 400.00 towards Technology and pledged \$ 600.00.  
(\$ 300.00 in 2013 & \$300.00 in 2014)
- VFW/Legion donating flag pole in the plaza area.

Subsequent to discussion on installation of the fireplace, a motion was made by Lois Gilles, second by Todd Kiecker to install fire place \$ 4,000.00 from donation funds. Motion carried.

Council approved by general consensus to fund the postage on the Library newsletter. The newsletter will be sent out using EDDM and cost \$ 127.89.

April 1<sup>st</sup> the Library Board and Friends of the Library are holding a fund raiser at Squirrels. The fund raising will include dinner and a silent auction.

**FIRST READING AMENDMENT TO Chapter 155-5 section A 3 & 4.**

A. (3) **Current:** If the notice is not complied with within the time specified, the enforcing officer shall report that fact forthwith to the Council.

**Proposed:** If the notice is not complied with and there is no appeal within the time specified, the enforcing officer shall report that fact forthwith to the City Administrator.

A (4) **Current:** Thereafter the council after notice and hearing may cause the nuisance to be abated by the City.

**Proposed:** Thereafter the City Administrator may cause the nuisance to be abated by the City.

**FIRST READING AMENDMENT TO Chapter 162.13 D.**

**D.Current:** At any time that snow fall of two inches or greater is received in the City of Fairfax, no person shall park in the business district between the hours of 12:01 a.m. and 6:00 a.m. For purposes of this article the business district is defined as Park Street and First Street running north and south from Highway 19 to Second Avenue.

**Proposed:** At any time that snowfall of two inches or greater is received in the City of Fairfax, no person shall park in the congested District between the hours of 12:01 a.m. and 6:00 a.m. For purpose of this article the congested district is defined in 162.10.

**GASB 54:** Motion was made by Lois Gilles, second by Cindy Fahey to adopt GASB 54 Policy presented. Motion carried.

**PUBLICATION OF MINUTES:** Publication of minutes was discussed. Three choices can be considered.

1. Publish minutes in there entirety
2. Furnish copy to anyone requesting minutes.
3. Publish summary.

Motion by Brad Augustin, second by Cindy Fahey to not publish council minutes and post them on the City web page and furnish copies to citizens upon request. Motion carried.

**AUDITORIUM ROOF:** Shingling specifications for the auditorium were approved. General consensus of the council wanted to draft specs for steel roofing, too. Marcia was directed to have specs for steel roofing and provide both to prospective bidders.

**CLARKE MOSQUITO CONTRACT:** Motion was made by Lois Gilles, second by Cindy Fahey to approve the agreement for \$ 4,017.54. Motion carried.

**COUNCIL FURNITURE:** General consensus of the council approved the grey chairs for the council chamber.

**2011 FINANCIAL STATEMENTS:** The Council reviewed and accepted the 2011 Financial Statements for all funds.

**SNOW BLOWER ATTACHMENT:** Motion by Lois Gilles, second by Cindy Fahey to purchase the snowblower from Volz & Frank for \$ 3,500.00. Motion carried.

**LINEMAN TRAINING:** Motion by Brad Augustin, second by Todd Kiecker to approve the Lineman Training Program for Eric Nelson. The cost is \$ 10,000.00 the first year and \$ 5,000/year the two subsequent years. Motion carried. Eric will sign an agreement in the event that he voluntarily terminates or is terminated from employment for any reason within 12 months from the date of completion of training, the employee shall reimburse the City for the total amount of the training costs. After one year but before two years from the date of training completion he shall repay two-thirds of training costs, More than two years but less than three years after training he will repay one-third. After three years from the completion of training the city will not require any reimbursement.

**POLICE REPORT:** Chief Hagen presented his report to the council. The County received a grant for radio equipment. The city will be receiving two (2) mobile units and (2) portables.

**COMMITTEE REPORTS:** Minutes from the Liquor Committee and Street Committee were reviewed.

**CORRESPONDENCE:** Rural Association and F.D meeting is scheduled for February 20, 2012 at 7:00 pm.

Board of Equalization is April 10, 2012 from 10:00 a.m. to 10:30 a.m.

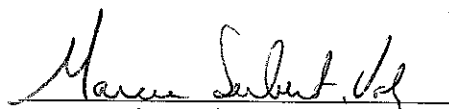
**COUNCIL CONCERNS:** None

**ADJOURNMENT:** Motion by Lois Gilles, second by Cindy Fahey to adjourn at 9:15 p.m. Motion carried.



Doug Fomplun, Mayor

ATTEST:



Marcia Seibert-Volz, JCMC  
City Administrator